



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

**Executive Committee Meeting
Thursday, February 09, 2017
8:15 A.M.**

CareerSource South Florida Headquarters
7300 Corporate Center Drive
Conference Room 2
Miami, FL 33126

AGENDA

1. Call to Order and Introductions
2. Approval Meeting Minutes
 - A. January 12, 2017
3. Information – 2017/2018 WIOA Planning Estimates
4. Information – IT Penetration Audit Services Update
5. Information – Fiscal Audit Update
6. Information – Criminal Justice Reform Update
7. Recommendation as to Approval to Allocate Funds to the City of Miami

CareerSource South Florida is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.

"Members of the public shall be given a reasonable opportunity to be heard on a specific agenda item, but must register with the agenda clerk prior to being heard."



SFWIB EXECUTIVE COMMITTEE

DATE: February 9, 2017

AGENDA ITEM NUMBER: 2A

MEETING MINUTES

January 12, 2017 at 8:15 A.M

CareerSource South Florida Headquarters

7300 Corporate Center Drive, Conference Room 2

Miami, FL 33126

<p>EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE</p> <ol style="list-style-type: none"> 1. Bridges, Jeff, <i>Chairman</i> 2. del Valle, Juan Carlos 3. Ferradaz, Gilda 4. Gibson, Charles 5. Garza, Maria 	<p>EXECUTIVE COMMITTEE MEMBERS NOT IN ATTENDANCE</p> <ol style="list-style-type: none"> 6. Gaber, Cynthia 7. Perez, Andy, Vice-Chairman <p>*****</p> <p>SFWIB STAFF</p> <p>Beasley, Rick Almonte, Ivan Graham, Tomara Jean-Baptiste, Antoinette Kavehersi, Cheri Perrin, Yian Smith, Marian</p>	<p>AUDIENCE:</p> <p>Girnun, Arnie – <i>New Horizons, Inc.</i></p>
---	---	--

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Chairman Jeff Bridges called the meeting to order at 8:30am and asked all those present introduce themselves. Quorum had been achieved.

2. Approval of December 8, 2016

Ms. Gilda Ferradaz moved the approval of December 8, 2017 meeting minutes. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

3. Information – 2016-2020 CareerSource South Florida Strategic Operational Plan

Chairman Bridges introduced the item and Mr. Beasley further presented.

Chairman Bridges inquired about the number of slots. Mr. Beasley responded that the information was not readily available. However, he assured it would be provided at a later date.

Ms. Ferradaz inquired about the number of children currently in extended foster care and Mr. Beasley further explained.

No further questions or discussions.

4. Recommendation as to Approval to Release a Request for Proposal for the Selection of Workforce Services Providers

Chairman Bridges introduced the item and Mr. Beasley further presented.

Ms. Gilda Ferradaz moved the approval to release a request for proposal for the selection of workforce services providers. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

5. Recommendation as to Approval to Release a Request for Proposal for the Selection of Youth Services Providers

Chairman Bridges introduced the item and Mr. Beasley further presented.

Ms. Gilda Ferradaz moved the approval to release a request for proposal for the selection of a youth services provider. Motion seconded by Mr. Juan Carlos del Valle; **Motion Passed Unanimously**

6. Information – CSSF Performance Report(s) Update

Chairman Bridges introduced the item. Mr. Beasley further present, but first noted of a report from the Office of Inspector General (OIG) regarding placements.

Mr. del Valle asked whether the review is being conducted across the state. Mr. Beasley responded, “No” then he further explained.

Mr. Gibson asked whether an audit report would be provided to members of the Board regarding the outcome of the investigation. Mr. Beasley responded, “Yes” as this is a normal procedure.

Ms. Ferradaz inquired about a language stated in the item regarding “Operational Deficiencies” and Mr. Beasley provided an update on Ser Jobs for Progress, Inc. and Transition, Inc.

Ms. Ferradaz asked whether the deficiencies were intentional or by error. Mr. Beasley further explained.

There was continued discussion.

Ms. Garza inquired about the number of years files are retained. She further inquired about the types of services being offered to those job seekers listed in the report within the five-year span. Ms. Garza also inquired about an issue with regards to providers not being able to fully exhaust allocated resources. Mr. Beasley further explained the reason.

Chairman Bridges explained the cultural shift challenges.

There was continued discussion.

There being no further business to come before the Committee, the meeting adjourned at 9:17am.

DRAFT



SFWIB EXECUTIVE COMMITTEE

DATE: 2/9/2017

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: 2017-18 WIOA PLANNING ESTIMATES

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **HIGH ROI THROUGH CONTINUOUS IMPROVEMENT**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Department of Economic Opportunity released the 2017-2018 planning estimates for the Workforce Innovation and Opportunity Act (WIOA) programs. Under the WIOA, the region will experience a \$1.2 million dollar decrease in new funding. The reduction in funding is due to changes in the unemployment figures. The following outlines the new funding amount by programs with the percentage change:

FUNDING	PY17-18	PY16-17	Difference	% DIFFERENCE
WIA Adult	\$ 6,821,992	\$ 7,150,531	\$ (328,539)	-4.6%
WIA Youth	\$ 5,391,839	\$ 5,992,722	\$ (600,883)	-10.0%
WIA Dislocated Worker	\$ 5,956,511	\$ 6,264,648	\$ (308,137)	-4.9%
TOTALS	\$ 18,170,342	\$ 19,407,901	\$ (1,237,559)	-6.4%

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

PY2017 Planning Estimates – Adult

LOCAL WORKFORCE DEVELOPMENT BOARDS		LWDB SHARE	HH *	PY 2017 FINAL ALLOCATION	PY 2016 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	0.023749680		\$953,577	\$999,500	(\$45,923)	-4.59%
2	CareerSource Okaloosa Walton	0.010233212		\$410,875	\$430,663	(\$19,788)	-4.59%
3	CareerSource Chipola	0.010875773		\$436,675	\$457,705	(\$21,030)	-4.59%
4	CareerSource Gulf Coast	0.011425173		\$458,734	\$480,826	(\$22,092)	-4.59%
5	CareerSource Capital Region	0.021632170		\$868,557	\$910,386	(\$41,829)	-4.59%
6	CareerSource North Florida	0.008509576		\$341,669	\$358,124	(\$16,455)	-4.59%
7	CareerSource Florida Crown	0.007886794		\$316,664	\$331,914	(\$15,250)	-4.59%
8	CareerSource Northeast Florida	0.072882301		\$2,926,309	\$3,067,237	(\$140,928)	-4.59%
9	CareerSource North Central Florida	0.014825673		\$595,268	\$623,935	(\$28,667)	-4.59%
10	CareerSource Citrus Levy Marion	0.031069297		\$1,247,468	\$1,307,545	(\$60,077)	-4.59%
11	CareerSource Flagler Volusia	0.031811446		\$1,277,266	\$1,338,778	(\$61,512)	-4.59%
12	CareerSource Central Florida	0.107266371		\$4,306,869	\$4,514,284	(\$207,415)	-4.59%
13	CareerSource Brevard	0.026765989		\$1,074,685	\$1,126,441	(\$51,756)	-4.59%
14	CareerSource Pinellas	0.042114183		\$1,690,933	\$1,772,367	(\$81,434)	-4.59%
15	CareerSource Tampa Bay	0.062062469		\$2,491,880	\$2,611,886	(\$120,006)	-4.59%
16	CareerSource Pasco Hernando	0.032839904		\$1,318,560	\$1,382,061	(\$63,501)	-4.59%
17	CareerSource Polk	0.035843220		\$1,439,147	\$1,508,455	(\$69,308)	-4.59%
18	CareerSource Suncoast	0.030316595		\$1,217,246	\$1,275,868	(\$58,622)	-4.59%
19	CareerSource Heartland	0.015028649		\$603,418	\$632,478	(\$29,060)	-4.59%
20	CareerSource Research Coast	0.030846361		\$1,238,517	\$1,298,163	(\$59,646)	-4.59%
21	CareerSource Palm Beach County	0.060869989		\$2,444,001	\$2,561,701	(\$117,700)	-4.59%
22	CareerSource Broward	0.084580589		\$3,396,009	\$3,559,557	(\$163,548)	-4.59%
23	CareerSource South Florida	0.169907725		\$6,821,992	\$7,150,531	(\$328,539)	-4.59%
24	CareerSource Southwest Florida	0.056656861		\$2,274,839	\$2,384,393	(\$109,554)	-4.59%
STATEWIDE TOTALS		1.000000000		\$40,151,158	\$42,084,798	(\$1,933,640)	-4.59%

PY2017 Planning Estimates – DLW

LOCAL WORKFORCE DEVELOPMENT BOARDS		LWDB SHARE	HH *	PY 2017 FINAL ALLOCATION	PY 2016 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	0.020642526		\$724,936	\$805,725	(\$80,789)	-10.03%
2	CareerSource Okaloosa Walton	0.009207284		\$323,347	\$359,381	(\$36,034)	-10.03%
3	CareerSource Chipola	0.004268401		\$149,900	\$166,605	(\$16,705)	-10.03%
4	CareerSource Gulf Coast	0.010952871		\$384,649	\$427,515	(\$42,866)	-10.03%
5	CareerSource Capital Region	0.016770207		\$588,946	\$654,579	(\$65,633)	-10.03%
6	CareerSource North Florida	0.005409583		\$189,977	\$211,148	(\$21,171)	-10.03%
7	CareerSource Florida Crown	0.004314458		\$151,518	\$168,403	(\$16,885)	-10.03%
8	CareerSource Northeast Florida	0.080725324		\$2,834,957	\$3,150,893	(\$315,936)	-10.03%
9	CareerSource North Central Florida	0.009560978		\$335,768	\$373,187	(\$37,419)	-10.03%
10	CareerSource Citrus Levy Marion	0.022919474		\$804,899	\$894,599	(\$89,700)	-10.03%
11	CareerSource Flagler Volusia	0.030878988		\$1,084,426	\$1,205,277	(\$120,851)	-10.03%
12	CareerSource Central Florida	0.126464526		\$4,441,252	\$4,936,198	(\$494,946)	-10.03%
13	CareerSource Brevard	0.028678674		\$1,007,154	\$1,119,394	(\$112,240)	-10.03%
14	CareerSource Pinellas	0.043338954		\$1,522,002	\$1,691,618	(\$169,616)	-10.03%
15	CareerSource Tampa Bay	0.068891228		\$2,419,361	\$2,688,981	(\$269,620)	-10.03%
16	CareerSource Pasco Hernando	0.030742857		\$1,079,645	\$1,199,964	(\$120,319)	-10.03%
17	CareerSource Polk	0.034105755		\$1,197,745	\$1,331,225	(\$133,480)	-10.03%
18	CareerSource Suncoast	0.028414932		\$997,891	\$1,109,099	(\$111,208)	-10.03%
19	CareerSource Heartland	0.009271512		\$325,602	\$361,888	(\$36,286)	-10.03%
20	CareerSource Research Coast	0.031129905	*	\$1,093,237	\$1,215,071	(\$121,834)	-10.03%
21	CareerSource Palm Beach County	0.071727179		\$2,518,955	\$2,799,675	(\$280,720)	-10.03%
22	CareerSource Broward	0.104089257		\$3,655,465	\$4,062,840	(\$407,375)	-10.03%
23	CareerSource South Florida	0.153532504		\$5,391,839	\$5,992,722	(\$600,883)	-10.03%
24	CareerSource Southwest Florida	0.053962623		\$1,895,090	\$2,106,284	(\$211,194)	-10.03%
STATEWIDE TOTALS		1.000000000		\$35,118,561	\$39,032,271	(\$3,913,710)	-10.03%

PY2017 Planning Estimates – Youth

LOCAL WORKFORCE DEVELOPMENT BOARDS		LWDB SHARE	HH * ALLOCATION	PY 2017 FINAL ALLOCATION	PY 2016 FINAL ALLOCATION	DIFFERENCE	%
1	CareerSource Escarosa	0.027435966		\$1,103,969	\$1,161,079	(\$57,110)	-4.92%
2	CareerSource Okaloosa Walton	0.008920305		\$358,938	\$377,506	(\$18,568)	-4.92%
3	CareerSource Chipola	0.009669565		\$389,084	\$409,212	(\$20,128)	-4.92%
4	CareerSource Gulf Coast	0.011141493		\$448,312	\$471,503	(\$23,191)	-4.92%
5	CareerSource Capital Region	0.041386757		\$1,665,322	\$1,751,471	(\$86,149)	-4.92%
6	CareerSource North Florida	0.010553987		\$424,672	\$446,640	(\$21,968)	-4.92%
7	CareerSource Florida Crown	0.009598693		\$386,233	\$406,213	(\$19,980)	-4.92%
8	CareerSource Northeast Florida	0.081183249		\$3,266,655	\$3,435,642	(\$168,987)	-4.92%
9	CareerSource North Central Florida	0.032727837		\$1,316,904	\$1,385,029	(\$68,125)	-4.92%
10	CareerSource Citrus Levy Marion	0.029795719		\$1,198,921	\$1,260,943	(\$62,022)	-4.92%
11	CareerSource Flagler Volusia	0.032815842		\$1,320,445	\$1,388,753	(\$68,308)	-4.92%
12	CareerSource Central Florida	0.113335380		\$4,560,394	\$4,796,307	(\$235,913)	-4.92%
13	CareerSource Brevard	0.024483507		\$985,168	\$1,036,132	(\$50,964)	-4.92%
14	CareerSource Pinellas	0.030333706		\$1,220,569	\$1,283,710	(\$63,141)	-4.92%
15	CareerSource Tampa Bay	0.069976110		\$2,815,702	\$2,961,361	(\$145,659)	-4.92%
16	CareerSource Pasco Hernando	0.030557632		\$1,229,579	\$1,293,187	(\$63,608)	-4.92%
17	CareerSource Polk	0.037337339		\$1,502,381	\$1,580,101	(\$77,720)	-4.92%
18	CareerSource Suncoast	0.024628558		\$991,005	\$1,042,271	(\$51,266)	-4.92%
19	CareerSource Heartland	0.016014247		\$644,382	\$677,716	(\$33,334)	-4.92%
20	CareerSource Research Coast	0.028201424		\$1,134,770	\$1,193,473	(\$58,703)	-4.92%
21	CareerSource Palm Beach County	0.056548255		\$2,275,391	\$2,393,099	(\$117,708)	-4.92%
22	CareerSource Broward	0.072506773		\$2,917,530	\$3,068,457	(\$150,927)	-4.92%
23	CareerSource South Florida	0.148031883		\$5,956,511	\$6,264,648	(\$308,137)	-4.92%
24	CareerSource Southwest Florida	0.052815773		\$2,125,203	\$2,235,142	(\$109,939)	-4.92%
STATEWIDE TOTALS		1.000000000		\$40,238,040	\$42,319,595	(\$2,081,555)	-4.92%



SFWIB EXECUTIVE COMMITTEE

DATE: 2/9/2017

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: IT PENETRATION AUDIT SERVICE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG, TIMELY REPORTING STANDARDS**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

On December 15, 2016, the Board approved an allocation of \$56,050 for the procurement of Information Technology (IT) Penetration Testing Audit Services. Following Board approval, SFWIB staff negotiated a contract with BCA Watson Rice, LLP for the performance of the IT audit services.

The Contractor's methodology shall encompass the following Phases:

- Phase I: Project Initiation and Planning - the Contractor will plan for the successful execution of the engagement.
- Phase II: Field Work and Testing - the Contractor will perform all of the IT penetration testing and tasks required to accomplish the scope of the audit beginning with the external assessment and penetration testing, moving to the internal assessment, and finally, the remote assessment.
- Phase III: Report Preparations - the Contractor shall prepare the penetration testing report. The report shall contain a list of prioritized vulnerabilities ranked by degree of impact on the infrastructure, and remediation procedures necessary to improve security standing.
- Phase IV: Deliverables - the Contractor will complete and deliver the final report within five business days, but no later May 30, 2017, of receiving comments/input from the SFWIB.

The IT audit penetration testing began on Monday, February 6, 2017.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 2/9/2017

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: 2015-16 FISCAL AUDIT UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG, TIMELY REPORTING STANDARDS**

STRATEGIC PROJECT: **Set Standards on Performance Measures Reporting**

BACKGROUND:

On December 15, 2016, BCA Watson Rice, LLP presented to the Board the final financial statements and audit reports for approval. A financial audit is required to include a Audit Inquiry Letter response from the County Attorney's regarding loss contingencies. The Attorney's "Response Letter" serves as a reporting of pending and threatened litigation, claims and assessments pertaining to the SFWIB and/or management. The Response Letter appraises the auditor of any pending litigation against the SFWIB that could result in financial loss and/or impact to the agency's balance sheet and cash flow.

The auditor has since received the Response Letter. Upon review, BCA Watson Rice, LLP determined that the contents contained therein did not warrant changes to the financial statements or audit reports.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 2/9/2017

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: CRIMINAL JUSTICE REFORM LEGISLATION UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **BUILD DEMAND-DRIVEN SYSTEM W/ EMPLOYER ENGAGEMENT**

STRATEGIC PROJECT: **Maximizing collaborative partnerships**

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) is currently establishing partnerships for a Criminal Justice Reform (CJR) initiative. The initiative will help facilitate the successful transition of convicted felons back into the communities of Miami-Dade County, and work to reduce recidivism. One of the initiative's primary areas of focus is in support of the State Work Opportunity Tax Credit and Ban the Box legislations.

The Florida State Senate legislation update regarding each Bill is detailed below:

- Senate Bill 276 (SB 276): State Work Opportunity Tax Credit - is a general bill, sponsored by State Senator Randolph Bracy, that proposes an additional credit against the corporate income tax, beginning on a specified date and under certain circumstances, for businesses hiring certain persons convicted of a felony within three years after his or her release from a state prison, or for hiring a person who has been convicted of a felony and who is on community control or probation, as defined by s. 948.001, for the commission of a felony.

The proposed legislation would allow a business to claim the credit, computed as 40 percent of the wages paid during each taxable period, for a maximum of five eligible employees and may not exceed \$2,400 per individual. For a small or minority business enterprise, as 49 defined in s. 288.703, the credit will be computed as 50 percent of the wages paid to the employee during each taxable period. The credit may be claimed for a maximum of five eligible employees per taxable period and may not exceed \$3,000 per individual.

The last action taken on January 25, 2017 referred SB 276 to the Appropriations Subcommittee on Finance and Tax.

- House Bill 31 (HB 31): Background Screening - a general bill also known as “Ban the Box”, sponsored by State Representative Shevrin D. Jones, prohibits employers from excluding applicants from an initial interview for employment under certain conditions; provides applicability; provides exceptions; requires the Department of Economic Opportunity (DEO) to enforce the act.

The Bill proposes to remove the section of an application that requires applicants to disclose whether they have been convicted of a felony; thereby allowing ex-offenders a better opportunity to prove their worth. These enhancements would further improve employment rates for these individuals and help reduce recidivism. The provision of HB 31 would be applicable to any state-owned agency or business and would not prohibit the employer from completing background checks.

Currently, several cities, counties, and jurisdictions throughout the State of Florida, including Miami Dade County, have implemented ordinances requiring the removal of questions as it relates to an applicant’s criminal history on job applications. If enacted, Florida would be the next State to embrace Ban the Box legislation.

The last action taken on January 9, 2017 referred HB 31 to the Careers and Competition Subcommittee; Commerce Committee.

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 2/9/2017

AGENDA ITEM NUMBER: 7

AGENDA ITEM SUBJECT: ALLOCATION OF TRAINING FUNDS TO THE CITY OF MIAMI

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Executive Committee to recommend to the Board the approval to allocate an amount not to exceed \$250,000 in Workforce Innovation and Opportunity Act (WIOA) training funds to the City of Miami, as set forth below.

STRATEGIC GOAL: **IMPROVE SERVICES FOR INDIVIDUALS W/ BARRIERS**

STRATEGIC PROJECT: **Emphasize work-based learning and training**

BACKGROUND:

On June 23, 2016, the Board approved the fiscal year 2016-17 SFWIB budget. The budget included an allocation of \$472,397 in training funds to the City of Miami (COM). The COM informed the SFWIB that the initial funding level awarded for program year 2016-17 has been depleted; therefore is requesting additional training funds in the amount of \$250,000.

SFWIB staff recommends the following supplemental allocations to the City of Miami:

- WIOA Adult \$109,288.00
- WIOA Dislocated Worker \$119,564.00
- WIOA Rapid Response \$ 21,148.00

The proposed allocation awarded from carryover funds.

FUNDING: Workforce Innovation and Opportunity (WIOA) Adult, Dislocated Worker and Rapid Response

PERFORMANCE: N/A

NO ATTACHMENT